

# Single Levy Proposed Tax Rate Worksheet Report 694

Form PT-694  
pt-697.xls Rev. 11/03

County: \_\_\_\_\_ Tax Year: \_\_\_\_\_

Taxing Entity: \_\_\_\_\_ Levy/Fund: \_\_\_\_\_

## Budgetary Information

1. **Budgeted revenue** (total budgeted revenue from Report 693) .....

## Valuation Summary

2. Adjusted value on tax rolls (from column 7 of Report 697) .....	<input type="text"/>
3. Local assessed real, personal and centrally assessed BOE adjustments	<input type="text"/>
a. Real property taxable value (from column 2 of Report 697) .....	<input type="text"/>
b. 3-Year real property BOE average rate (provided by the Tax Commission)	<input type="text"/>
c. Real property BOE adjustment (3b times 3a) .....	<input type="text"/>
d. Personal property taxable value (from column 3 of Report 697) .....	<input type="text"/>
e. 3-Year personal property BOE average rate (provided by the Tax Com) ..	<input type="text"/>
f. Personal property BOE adjustment (3e times 3d) .....	<input type="text"/>
g. Centrally Assessed taxable value (from column 4 of Report 697) .....	<input type="text"/>
h. 3-Year centrally assessed BOE average rate (provided by the Tax Com) ..	<input type="text"/>
i. Centrally assessed property BOE adjustment (3h times 3g) .....	<input type="text"/>
j. Total BOE adjustments (line 3c plus line 3f plus line 3i) .....	<input type="text"/>
4. Sum of valuations (line 2 less line 3j) .....	<input type="text"/>
5. Five-year average tax collection rate (provided by State Tax Commission; enter as decimal) ...	<input type="text"/>
6. Adjusted sum of valuations (line 4 multiplied by line 5) .....	<input type="text"/>
7. <b>Proposed tax rate</b> (line 1 divided by line 6; use six decimal places) .....	<input type="text"/>

## Certification by Taxing Entity

I, \_\_\_\_\_, as authorized agent, do hereby certify that the budgetary amount from property tax revenue listed above was adopted and approved in compliance with all requirements prescribed by law.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Certification by County Auditor

I, \_\_\_\_\_, as County Auditor certify that I have examined the information submitted on this statement and have found it to be true and correct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Instructions</b> Single Levy Proposed Tax Rate Worksheet Report 694	<b>Form PT-694</b> pt-694-inst.doc Rev. 11/03
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Prepared by: Statutory reference: Due date:	Taxing entities UCA §59-2-913 June 22
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## General Information

Report 694 is used to calculate the current year's **proposed tax rate**. County auditors shall complete **all** but Lines 1 and 7 **before** sending the tax rate worksheet to each taxing entity.

## Instructions

### Line 1 – Budgeted Revenue

Enter the amount of budgeted property tax revenue for the current calendar year from the Report 693.

### Line 2 – Adjusted Value on Tax Rolls

Enter the amount from column 7 of Report 697. This value is the total locally and centrally assessed values adjusted by RDA values.

### Line 3a – Three-Year BOE Average Rate

### Line 3a – Real Property Taxable Value

Enter the real property taxable value (from column 2 of Report 697).

### Line 3b – Real Property BOE Rate

Enter the real property 3 year BOE rate provided by the Tax Commission

### Line 3c – Real Property BOE Adjustment

Multiply 3a by 3b and enter the amount here.

### Line 3d – Personal Property Taxable Value

Enter the personal property taxable value (from column 3 of Report 697).

### Line 3e – Personal Property BOE Rate

Enter the personal property 3 year BOE rate provided by the Tax Commission

### Line 3f – Personal Property BOE Adjustment

Multiply 3e by 3f and enter the amount here.

### Line 3g – Centrally Assessed Taxable Value

Enter the centrally assessed property taxable value (from column 4 of Report 697).

**Line 3h – Centrally Assessed Property BOE Rate**

Enter the centrally assessed property 3 year BOE rate provided by the Tax Commission

**Line 3i – Centrally Assessed BOE Adjustment**

Multiply 3g by 3i and enter the amount here.

**Line 3j – Total BOE Adjustments**

Add 3c, 3f, 3i and enter the amount here

**Line 4 – Sum of Valuations**

Subtract line 3j from line 2 and enter the result here.

**Line 5 – Five-Year Average Tax Collection Rate**

Enter the five-year average collection rate as calculated and reported by the Tax Commission.  
Enter the number as a decimal.

**Line 6 – Adjusted Sum of Valuation**

Multiply line 4 by line 5 and enter the result here. This amount is the sum of the valuation for the taxing entity.

**Line 7 – Proposed Tax Rate**

Divide line 1 by line 6 and enter the result here. This calculation should be carried to six decimal places.

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**Verification**

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County auditors review all computations made by the taxing entities and forward them to the Tax Commission.